



**SALVATORE FOGARINO** • Chairman  
**JAY LAPP** • Vice Chairman  
**EDWARD HUTCHINSON** • Commissioner  
**KIMBERLY GOBER** • Secretary/Executive Director

**THURASINGHAM MOHANAKANTHAN** • Commissioner  
**JEFF SILVESTRI** • Commissioner  
**ANDREW HALTER** • Commissioner

## Minutes: July 18<sup>th</sup>, 2016

“The Board of Commissioners of the Housing Authority of the Borough of Glassboro, County of Gloucester and State of New Jersey met in session on Monday, July 18<sup>th</sup>, 2016 At 6:00 p.m. Chairman Salvatore Fogarino called the meeting to order requesting the “Pledge of Allegiance” be proclaimed.

### ROLL CALL:

Executive Director Kimberly Gober called the roll and the following answered "aye":

- ✓ Chairman Salvatore Fogarino
- ✓ Vice Chairman Jay Lapp
- ✓ Commissioner Thurasingham Mohanakanthan
- ✓ Commissioner Edward Hutchinson
- ✓ Commissioner Jeff Silvestri

Also in attendance were:

- ✓ Executive Director Kim Gober
- ✓ Michael Watson, Esq. Solicitor
- ✓ Stella Barnes, Administrative Assistant
- ✓ Nelly Rojas, Administrative Aide
- ✓ Grace Seeney, Accountant
- ✓ Madeline Vazquez, Site Manager
- ✓ Anna Miller, Glassboro Council Liaison
- ✓ Rick Ginnetti, The Brooke Group

Absent:

- ✓ Commissioner Andrew Halter

The Solicitor declared a quorum present as well as called the meeting to order and announced public notice of the meeting had been properly given to the South Jersey Times, Gloucester County and posted at the Borough Hall in accordance with the Open Public Meetings Act.

## **PUBLIC PORTION:**

### **Open to the public**

MOTION: COMMISSIONER HUTCHINSON

SECOND: COMMISSIONER LAPP

### **No public in attendance.**

### **Motion to close:**

MOTION: COMMISSIONER JAY LAPP

SECOND: COMMISSIONER EDWARD HUTCHINSON

## **PUBLIC HEARING:**

PUBLIC HEARING TO REVIEW AND RECEIVE COMMENTS ON THE CAPITAL FUND  
FY 2016-2020 AS REQUIRED. NO PUBLIC IN ATTENDANCE.

MOTION TO CLOSE:

MOTION: COMMISSIONER THURAISSINGHAM MONANAKANTHAN

SECOND: COMMISSIONER JAY LAPP

## **AGENDA**

## **MINUTES:**

MOTION TO APPROVE THE MINUTES

MOTION: COMMISSIONER JAY LAPP

SECOND: COMMISSIONER THURAISSINGHAM MONANAKANTHAN

Minutes accepted by Commissioners present. Commissioner Silvestri abstains.

## **FINANCIALS:**

### **AUDIT:**

Executive Director Kim Gober introduces Nina Sorelle, a partner with Bowman and Company LLP and Michael Thilker, Manager from Bowman and Company LLP. They are present to discuss the GHA Audit FY2015.

Nina Sorelle: Every local government had to record their portion for the GASB68.

GHA had to record liability of \$350,000 that was not there last year. Not because GHA did not make its payment, but because the State did not make payments to the Pension Plan.

**DIRECTORS REPORT AND CORRESPONDENCE:**

**PAUL LETIZIA: PRESENTATION ON THE ALL HAZARDS EMERGENCY PREPAREDNESS RESPONSE PLAN**

THIS PLAN HAS BEEN IN THE WORKS FOR A YEAR. MR. LETIZIA HAS MET WITH THE OFFICE OF EMERGENCY MANAGEMENT FOR THE COUNTY. THIS PLAN INCLUDES A DESCRIPTION OF EACH GLASSBORO PROPERTY, IDENTIFYING THE WATER AND GAS SHUT OFFS. EMERGENCY TYPE EVACUATIONS WILL BE PLANNED AND UNPLANNED FOR THE RESIDENTS. THE CHAIN OF COMMAND HAS BEEN IDENTIFIED, AS WELL AS DIFFERENT HAZARDS THAT MAY OCCUR AND WHAT THE RESPONSE WILL BE. VERBAL AGREEMENTS ARE IN PLACE FOR SHORT TERM AND LONG TERM SHELTERING FACILITIES FOR OUR RESIDENTS IF NEEDED. TRANSPORTATION IS IN PLACE. THE RESIDENTS WILL RECEIVE AN EVACUATION PLAN. COMMISSIONER FOGARINO SUGGESTS THERE SHOULD BE SOMETHING ON THE RESIDENTS WALL TO TELL THEM WHERE THE EVACUATION SITE IS LOCATED. MR. LETIZIA RESPONDED THIS COULD BE IMPLEMENTED UPON REGISTRATION AS WELL AS ANNUAL RECERTIFICATION. IF THERE ARE ANY QUESTIONS, PAUL WOULD BE HAPPY TO RETURN AND ANSWER THEM.

**SECTION 8 VOUCHER PROGRAM REOPENS:**

GHA AND HAGC ARE ACCEPTING APPLICATIONS AUGUST 8<sup>TH</sup> TO 13<sup>TH</sup>, 2016.

**LAUNDRY ROOM DOOR:**

THE COST TO INSTALL A NEW SELF-OPERATING DOOR WOULD BE \$2400 PLUS \$400. THERE IS PRESENTLY ANOTHER EXIT FROM THIS LAUNDRY ROOM. AT THE PRESENT TIME, EXECUTIVE DIRECTOR KIM GOBER RECOMMENDS NOT PURCHASING A NEW DOOR.

**CROSSING DALTON DRIVE:**

THE GLASSBORO POLICE DEPARTMENT HAD A TRAFFIC FLOW MACHINE AT THIS SITE FOR A WEEK. THE DEPARTMENT SUPPLIED A REPORT. FROM THEIR STANDPOINT THEY DO NOT FEEL THIS JUSTIFIES A POLICE OFFICER AT THE SITE. A PEDESTRIAN CROSSWALK ALREADY EXISTS. THEY DO NOT RECOMMEND ANY CHANGE. CHAIRMAN FOGARINO REQUESTED TO HAVE COPIES OF THE REPORT READILY AVAILABLE. ANY OF THE RESIDENTS CONCERNED ABOUT THIS MAY HAVE A COPY OF THE REPORT.

**ADDITIONAL COMMENTS BY THE COMMISSIONERS:**

NO ADDITIONAL COMMENTS

## **NEW BUSINESS- RESOLUTIONS**

- 2016-41** RESOLUTION APPROVING REGULAR MONTHLY EXPENSES  
**POLICY ATTACHED**  
**MOTION: COMMISSIONER HUTCHINSON**  
**SECOND: COMMISSONER LAPP**
- 2016-42** RESOLUTION APPROVING REVISED POLICIES AND PROCEDURES MANUAL FOR GHA **POLICY ATTACHED**  
**MOTION: COMMISSIONER HUTCHINSON**  
**SECOND: COMMISSIONER MOHANAKANTHAN**
- 2016-43** RESOLUTION APPROVING REGULAR MONTHY EXPENSES FOR AUGUST 2016  
**MOTION: COMMISSIONER LAPP**  
**SECOND: COMMISSIONER SILVESTRI**
- 2016-44** RESOLUTION AUTHORIZING THE APPLICATION FOR HOME SUPPORT PROGRAM ADVERTISED BY GLOUCESTER COUNTY DIVISION OF SENIOR SERVICES  
**MOTION: COMMISSIONER HUTCHINSON**  
**SECOND: COMMISSIONER SILVESTRI**
- 2016-45** RESOLUTION ACCEPTING AND APPROVING THE AUDIT FOR JANUARY 1 2015 TO DECEMBER 31 2015 AS PREPARED BY BOWMAN AND CO.  
**MOTION: COMMISSIONER HUTCHINSON**  
**SECOND: COMMISSIONER LAPP**
- 2016-46** RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE RAD CONVERSION COMMITMENT (RCC) FOR WHITNEY GARDENS A/ SUMMIT PARK/ DELSEA MANOR AND TO TAKE ALL ACTIONS NECESSARY TO COMPLETE THE RAD CONVERSION CONSISTANT WITH THE TERMS AND CONDITIONS SET FORTH IN THE RCC  
**MOTION: COMMISSIONER HUTCHINSON**  
**SECOND: COMMISSIONER LAPP**
- 2016-47** RESOLUTION AUTHORIZING EXECUTIVE SESSION  
**MOTION: COMMISSIONER MOHANAKANTHAN**  
**SECOND: COMMISSIONER LAPP**  
CONTRACT MATTERS WITH PENNROSE  
ROLL CALL VOTES ALL IN FAVOR AND THE MOTION IS CARRIED

The Commissioners proceeded into closed session.

 **ADJOURNMENT**

MOTION TO ADJOURN

MOTION: CHAIRMAN

SECOND: COMMISSIONER

The motion was carried by a unanimous voice vote of the Commissioners present.

Respectfully submitted,



**Kimberly Gober, Executive Director**

DATED: July 25, 2016